



Providing information technology services to
California Health and Human Services Agency Departments



Gray Davis,
Governor

JOB OPPORTUNITY

***Pending Department of Personnel Administration (DPA)
and Department of Finance (DOF) approval.***
(Training and Development assignments will be considered)

CLASSIFICATION: Systems Software Specialist, Technical I or
Systems Software Specialist, Technical II
(Permanent/Full-time)
(2 positions)

POSITION LOCATION: Health and Human Services Data Center (HHSDC)
Planning and Consulting Division
Information Security Branch
Free Parking

SALARY: \$4,731 - \$5,753 SSS I
\$5,196 - \$6,316 SSS II

Duties/Responsibilities: (SSS I)

Under the general supervision of the Chief Information Security Officer, Information Security Branch, Planning and Consulting Division, performs various Health & Human Services Data Center (HHSDC) security and risk management functions. The incumbent must develop and maintain specialist-level knowledge of information technology (IT) security-related technical skills that include, but are not limited to, operating systems, network protocols, telecommunications, RDBMS, system design, implementation, and testing. The incumbent will serve rotating on-call duties in conjunction with the SSS III and SSS IIs for the incident response activities as a member of the IT Security Incident Response Team. The incumbent: (1) participates in the development of IT security policies to ensure compliance with state regulations and IT security best practices, (2) participates in IT security activities addressing identified gaps and issues and provides recommendations to ensure effective ongoing IT security planning and implementation, (3) works independently as a technical specialist on complex systems assignments, and (4) participates in activities associated with responding, tracking, closure, and reporting of the HHSDC IT security incidents to internal and external entities including control agencies.



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Duties/Responsibilities: (SSS II)

Under the general supervision of the Chief Information Security Officer, Planning and Consulting Division, the incumbent performs various Health and Human Services Data Center (HHSDC) security and risk management functions. The Incumbent must develop and maintain specialist-level knowledge of information technology (IT) security-related technical skills that include, but are not limited to, operating systems, network protocols, telecommunications, RDBMS, system design, implementation, and testing. The incumbent will serve rotating on-call duties in conjunction with the SSS III and SSS IIs for the incident response activities as a member of the IT Security Incident Response Team. The incumbent: (1) participates in the development of IT security policies to ensure compliance with state regulations and IT security best practices, (2) participates in IT security activities addressing identified gaps and issues and provides recommendations to ensure effective ongoing IT security planning and implementation, (3) works independently as a technical specialist on complex systems assignments, and (4) participates in activities associated with responding, tracking, closure, and reporting of the HHSDC IT security incidents to internal and external entities including control agencies.

Desirable Qualifications:

- Understanding of the importance of good customer service and the necessity of effective communication to meet customers' business needs.
- Knowledge of the IT security industry and trends.
- Knowledge of state security requirements and policies.
- Ability to develop and implement appropriate IT security awareness training for the HHSDC staff and customers.
- Knowledge of network design and configurations including firewalls, IP addressing, and dial-in security.
- Knowledge of vendor management principles to ensure satisfactory delivery of services.
- Knowledge of state requirements for contracting, personnel, budgets, and fiscal functions.

Who May Apply:

- SROA/Surplus candidates. **Please indicate on your application that you are a SROA/Surplus candidate.**
- ***Pending freeze exemption approval*** for (current State/Internal HHSDC) candidates who have lateral transfer eligibility to or who have list eligibility to the SSS I or II level.



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Inquiries regarding this position may be directed to Marlys Derania at (916) 454-7214.

**Applicants must reference RPA# 04-113 and 04-114 on your application.
APPLICATIONS RECEIVED WITHOUT AN RPA NO. REFERENCED WILL BE
CONSIDERED INCOMPLETE AND WILL NOT BE ACCEPTED FOR THIS POSITION.**

Final Filing Date: October 20, 2003

Submit applications/resumes to:

Health and Human Services Data Center
PO Box 168025
Sacramento, CA 95816
RPA #04-113 and 04-114

Attention: Joyce Warren

AN EQUAL OPPORTUNITY EMPLOYER TO ALL REGARDLESS OF RACE, COLOR, CREED, NATIONAL ORIGIN, ANCESTRY,
SEX, MARITAL STATUS, DISABILITY, RELIGIOUS OR POLITICAL AFFILIATION, AGE, OR SEXUAL ORIENTATION.